



Development Services
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**CITY OF ISSAQUAH
DEVELOPMENT SERVICES DEPARTMENT
ADMINISTRATIVE SITE DEVELOPMENT PERMIT**

NOTICE OF DECISION

TO: Lawrence Houston
10002 17th Ave NE
Seattle, WA 98125

SUBJECT: Bratlee Duplex ASDP

APPLICATION: ASDP15-00010

DATE OF DECISION: January 28, 2016

REQUEST: An Administrative Site Development Permit has been submitted for the construction of two (2) duplex buildings for a total of four (4) dwelling units to be placed on two lots zoned “SF-D” (Single Family – Duplex).

The two (2) new duplexes will have access to the north along SE Croston Lane and to the south on SE Clark Street.

LOCATION: The project is located at 305/309 SE Croston Lane., in the “Olde Town” Subarea. See Vicinity Map, Exhibit 2.

SUBAREA MAP: The project is located with the “Olde Town” subarea of the Issaquah Comprehensive Plan, as amended January 16, 2011.

LEGAL DESCRIPTION: Lots 7 and 8, Block 11, Town of Englewood, According to the plat page 134, records of King County, Washington

KING COUNTY PARCELS: 2354300835 (existing lot)
(Parcel numbers for newly created lots will be provided upon recording of Short Plat)

- ZONING:** “SF-D” (Single Family Duplex)
- COMPREHENSIVE PLAN:** “Low Density Residential”. The site is located outside of the boundary designated for “Olde Town Design Standards”.
- SITE AREA:** 12,002 square feet (0.28 +/- acre)
- EXISTING LAND USE:** The property is currently undeveloped. A one (1) story single-family duplex (two dwelling units) was demolished in August of 2014.
- Properties surrounding the subject site are developed with a mix of single family and duplex dwellings.
- DECISION MADE:** On January 28, 2016, the Development Services Department conditionally approved the Administrative Site Development Permit for the above proposal. Approval of this application is based on the submittal of October 7, 2015, and additional information provided thereafter, Exhibits 1 through 7, and approval is subject to the following conditions:
1. A revised Site Work Permit shall be submitted and shall include right of way improvements (as approved by the Deviation from Standards dated April 3, 2014), Right of Way landscaping and utilities both on-site and in the right of way. The Site Work Permit shall incorporate any applicable conditions of this decision.
 2. Storm water from driveways off SE Clarke St shall be collected in the onsite storm water storage and treatment facilities.
 3. A Landscape Permit shall be submitted and shall incorporate any applicable conditions in this decision and include all of the requirements set forth in IMC 18.12.050 Landscape, tree, and irrigation plans, 18.12.140 Landscape standards and specifications, 18.12.141 Tree plan requirements and 18.12.145 Irrigation water budgeting requirements. The final landscape and irrigation installation shall be approved prior to temporary or permanent Certificate of Occupancy.
 4. The new lot is not created and the second duplex cannot be constructed until the short plat is filed and recorded with King County. The Site Work Permit is required to be inspected and the work accepted or the permit work must be bonded in order to file the short plat. The applicant may choose to complete the improvements in the Site Work Permit and once the City has inspected and accepted those improvements, the short plat may be filed. The applicant may also choose to provide a performance bond for the improvements in the Site Work Permit. If the applicant chooses to provide a performance bond for the improvements in order to file the short plat, a cost estimate

for the work to be bonded is required for review and approval prior to submitting the bond. Once a cost estimate is approved, the applicant may submit the bond. A cost estimate cannot be submitted until the Site Work Permit has been reviewed and approved by the City. In order for the bond to be released the applicant must complete the permit work and provide a maintenance bond or warranty as applicable. The maintenance bond, security and warranty will be required as an inspection punchlist item for the respective permit, as applicable. The following list of bonds are provided in order to provide notice to the applicant about what bonds are required or elective and the bond amount:

- a) Required: Prior to issuance of the Final Certificate of Occupancy, a landscape maintenance cash deposit or other acceptable security worth 50% of the value of the landscaped material, cost of labor, irrigation and materials shall be posted with the City for a period of three (3) years as required by the landscaping code, IMC chapter 18.12.160(A)(2). In addition, all landscaping shall be maintained in a safe, healthy and attractive manner, and kept free of weeds and litter, and the plant materials shall be maintained in a good growing condition in perpetuity.
- b) Elective: If the applicant wishes to file the plat prior to acceptance of the right of way improvements, a security (Performance Security) is required per IMC 12.12.100 to guarantee the performance of, or corrections to, permitted roadway work. When constructing new roadway, or reconstructing or adding to an existing roadway within City right-of-way, the amount of security shall cover the City's cost to perform the necessary work but shall equal not less than 120% of estimated total construction cost; or if not specified, be at the discretion of the City. When performing work within city right-of-way other than constructing new roadway, or reconstructing or adding to an existing roadway the types of securities required include a cash deposit up to the first \$25,000 of required security and the balance may be, but are not limited to, additional cash deposits, assigned savings account letters of credit, loan proceeds and bonds. Securities shall be processed for release by the City upon written final acceptance of the improvements and the plans have been certified "As-Built" record drawings by the Professional Engineer of Work/Record and the Record Drawings approved by the City, all final reports submitted and approved as required and the Warranty Security is posted.
- c) Required: A security (Warranty Security) is required during the warranty period to insure adequate funds for the City to perform the necessary warranty work should the developer not do so for improvements against any defective work or labor done or defective materials used in the performance of the improvements throughout the warranty period. The warranty period shall be of one year following completion and acceptance of the improvements unless a longer warranty period is required by the City Engineer. This security shall be not less than 30% of the total construction cost of the public facilities accepted by the City and posted prior to the Performance Security release.

5. Internal pedestrian walkways shall be provided to the front door of each residence and shall terminate at the beginning of right of way for which the walks are associated with (SE Croston Land for north facing units and SE Clark Street for south facing units).
6. A Street Use Permit is required for any construction activity taking place on City-owned right-of-way.
7. Payment of Impact Fees will be required with the issuance of the Building Permit(s) based on the new dwelling units proposed. The impact fees assessed will include: Transportation Impact Fee, School Impact Fee, Parks Impact Fee and Fire Impact Fee; based upon the impact fee schedule in effect at the time of Building Permit issuance, except as required per Ordinance 2733 related to Transportation Concurrency Section 9. Credit for the previously existing duplex residence will assessed when the new lots are developed.
8. In accordance to Building Department review:
 - a) A foundation soils report by a licensed WA state geotechnical engineer will be required at the time of building permit submittal. A peer review of the submitted soils report by a second engineer may be required on some sites.
9. In accordance with Fire Department review:
 - a) Fire sprinkler systems shall be required for this project unless otherwise approved by Eastside Fire and Rescue.
10. Any outdoor lighting shall meet the requirements of the Washington State Energy Code. All outdoor lighting will also need to comply with the requirements of the Outdoor Lighting standards of the Land Use Code, Chapter 18.07.107.
11. Care to protect the trees on the adjacent site must be taken when installing any underground utilities and plantings as their driplines may extend onto the subject property. The City shall approve the route of any trenching or excavations. Excavations are not allowed within the dripline of a tree or within fifteen (15) feet of its trunk whichever is greater for trees on adjacent properties whose dripline is on the subject property, which would include excavations associated with the proposed drywells and new landscaping. The Landscape Permit should delineate construction zone limits and provide a protection program defining construction methods that will be incorporated to protect trees and other vegetation during and after construction. Methods should include but not be limited to barriers, signs, soil stabilization and contractor notices. Protection of adjacent trees shall also include chain link or similar fencing set at the drip line of the trees or within fifteen (15) feet of the trunk whichever is greater and no disturbance or storage of construction materials is allowed within the drip line. Tree protection must be in place prior to

construction or demolition activities. No trees are to be damaged or removed except as shown on the approved plans. The proposed development plans affect the eighteen (18) inch d.b.h. evergreen on Lot 6 to the west and potentially other trees on adjacent lots.

12. The duplex building located is shows an encroachment into the eastern side yard setback by approximately 0.9 ft. This building must be located outside of the required side yard setback area. This will be verified with the Building Permit.
13. Utility appurtenance locations that were not shown in the site plan are not approved at this time and if visible from the street shall require screening.
14. All trees proposed with future landscape plans shall be at least six (6) inches or greater d.b.h. at maturity.
15. A Plumbing Permit will be required if an underground irrigation system for the landscaping is installed.
16. Construction shall be limited to Monday through Friday, except holidays. Hours of operation shall be 7:00 AM to 6:00 PM or as otherwise approved by the Development Services Department.

REASONS FOR DECISION:

1. The City of Issaquah Land Use Code authorizes the construction of duplexes to be reviewed as a Level 2 Administrative Site Development Permit (ASDP). A duplex is a Level 2 Review permitted use in the SF-D zone according to the Land Use Table, IMC 18.06.130.
2. The subject site is zoned "SF-D" (Single Family - Duplex), according to the City's Zoning Map. This zone allows a duplex on a lot having a minimum of 6,000 square feet of property.
3. The Comprehensive Plan Land Use Designation Map of this site (as amended January 16, 2011 by Ordinance 2643) is classified as "Low Density Residential" with a Subarea designation as "Olde Town." The zoning of the site (SF-D) and the Comprehensive Plan are in compliance with each other. This is an area that is targeted for redevelopment and additional growth. The neighborhood is a mix of both single family and duplex dwellings.
4. The site is not constrained by "Critical Areas" such as steep slopes, creeks and wetlands that are protected with buffers and setbacks. The site is a flat parcel that currently undeveloped. The property is being re-developed with the construction of 2 new duplexes (as single family attached units) for a total of four (4) dwelling units. The older single family house on the property was demolished in 2014.

5. The four (4) new dwelling units within the two duplexes were determined not to require an environmental SEPA Checklist. The project is Exempt from the requirements of SEPA per WAC 197-800(1)(b)(i).
6. A Certificate of Transportation Concurrency was issued by the City on February 13, 2013 under Certificate No. CON13-00002. The determination was that the 2-lot Short Plat as proposed would not create a significant number of vehicle trips associated with this site. This development will generate 2.02 new PM peak hour trips allowing one new duplex to be constructed on the property. Total PM trips associated with the project is 4.04 PM trips. Credit is given for the existing duplex. .
7. A short plat, File No. SP13-00001 was issued by the City on June 11, 2014.
8. A site work permit, File No. SW14-00010, was approved by the City on May 6, 2014. The site work permit contains the short plat improvements as required per SP13-00001.

Additionally, pursuant to SW14-00010, a Deviation from Standards pertaining to the elimination of street frontage improvements on the north side of SE Clark St. was issued on April 3, 2014 (see Exhibit 4). As mitigation for this deviation, a hammerhead and gravel shoulder shall be provided (including two (2) on-street (gravel) parking spaces.

9. Impact fees are required to be paid at the time the Building Permit is issued for the following impacts: Transportation Impact Fee (Ordinance 2733 Section 9), School Impact Fees - Issaquah School District (IMC Code 3.63), Parks Impact Fee (Ordinance 2733 Section 9), and Fire Impact Fee (IMC Code 3.73). The impact fees are required of the four additional new dwelling units added to the site. Credit will be granted to the duplex that was previously demolished upon redevelopment of the property.
10. The development standards for the zoning of the property, "SF-D", are shown below (District Standards Table of the Land Use Code—IMC 18.07.360):

	Front	Side 1	Side 2	Rear
MINIMUM SETBACK:	10	6	6	10
Lot 7	12' 9"	21' 6" (W)	10' (E)	6' 3"
Lot 8	21' 6"	9' 3" (N)	8' 9" (S)	10

	Required	Provided
DENSITY:	4 dwelling units max	4 new dwelling units (1 existing dwelling proposed for demolition not included)
LOT AREA:	6,000 sq. ft. 2 per dwelling units	Lot 7: 6,001 sq. ft. Lot 8: 6,001 sq. ft.
IMPERVIOUS AREA:	50% maximum	Lo 7: 46.3% Lot 8: 46.3%
PERVIOUS AREA:	50% minimum	Lot 7: 53.7% Lot 8: 53.7%
PARKING:	8 parking stalls (2 per dwelling unit)	*8 parking stalls provided on-site 2 parking stalls proposed on SE Croston Lane
BUILDING HEIGHT:	30 feet maximum	29' 9 ^{1/8"} as measured from the average surface grade to the average of the highest pitched roof.

The parking regulations of the Land Use Code (Chapter 18.09.050) require duplexes to provide 2 on-site parking stalls per dwelling unit. The project requires a total of 8 new parking stalls for the new duplex buildings, which will all be located within garages on Lots 7 and 8 and on the surface of the lots. Each dwelling unit will have one (1) dedicated garage space and one (1) dedicated surface stall space. Additionally, two parking spaces will be provided within the right-of-way of SE Clark Street as part of the ROW improvements per SP13-00001.

11. Access will be provided as follows: Vehicular access to the new duplex's garages is off SE Croston Lane (north facing units) and SE Clark St. (south facing units). Per the Deviation of Standards issued during the Short Plat process, sidewalks are not required for this project. Pedestrian access from the new units will continue in the same capacity as the pre-development condition with access provided via on-site paths to SE Croston Lane and SE Clark Street, respectively.
12. City utilities are available to serve the duplexes as follows:
 - The two (2) lots are adequately served by City water. An existing water service line runs down SE Clark St.
 - The two (2) lots are adequately served by City sewer. An existing sanitary sewer runs line down SE Croston Lane.
 - Storm water from project and from driveways off of SE Clarke St will be collected in storm water storage and treatment facilities located on site.
13. Building Design: The new duplexes will be designed in compliance with the Design Criteria Checklist (adopted by Ordinance No. 1983). The project meets the criteria of the Design Criteria of Appendix 2, of the Land Use Code or is conditioned as follows:

A. Site Layout & Overall Design Concepts:

- a) *Building Location:* The project is comprised of a two duplex dwellings that run north to south and the site will be subdivided into two lots so that each duplex is on its own lot. The buildings visually will still have the appearance as duplexes, but there is no front door facing the street. The buildings are centered on the lots providing a central common space for which each of the four units will front onto.
- b) *Energy Efficient Design:* The new duplexes will need to meet Washington State Energy Code requirements with the construction permits.
- c) *Functional Site Design:* The design and layout of the duplexes is acceptable for the site. The development will be three (3) stories in height with the garages occupying a portion of the ground level for each unit. The designs of the duplexes are similar to the adjacent development and generally fit in with the “Olde Town” character of the neighborhood.
- d) *Lighting:* No special exterior lighting for the project is proposed outside of porch lights. The project has been conditioned that any outdoor lighting will need to comply with the requirements of the Outdoor Lighting standards of the Land Use Code.
- e) *Natural Setting – Views:* No views of the City's natural setting will be compromised with the project.
- f) *Existing Vegetation/Topography Features:* The property is flat without significant topographic features. A site survey of the property has been provided with the short plat drawings, indicating the existing structures, significant trees, and site utilities.

The tree preservation chapter of the landscape code (IMC 18.12.1385) requires that 30% of the total caliper of significant trees be saved. As detailed information pertaining to the total caliper of on-site trees was not provided; this information must be verified with the construction permits. Upon cursory evaluation, the new lots will not have enough trees to meet the minimum tree retention and thus new trees shall be provided with the landscape permit in order to meet the objectives of the landscape code.

Section 18.12.1385.B allows a modification to the tree retention requirements when the required ingress/egress, existing and proposed utility locations, trails, storm drainage improvements or similar constraints may jeopardize the reasonable use of the property and reasonable alternatives do

not exist. The minimum tree density for each lot is three (3) trees at (2) trees per every 5,000 square feet. The number of trees that are required to be planted is required to meet the minimum tree density and the replacement rate. The Administrative Site Development Permit has been conditioned to reflect the above mentioned requirements.

g) *Historical/Cultural Landmarks*: Not applicable.

B. Landscape Design and Use of Plant Materials:

1. *Design Elements*: Information pertaining to on-site landscape
2. Landscaping for the project includes a combination of tree retention, new trees, shrubs and ground cover plantings. The proposed landscaping plans have been conditioned to meet the landscape requirements and standards. Appropriate tree protection measures for driplines of trees on the subject property during construction will need to be in place, also as conditioned.
3. *Design Unity*: To be verified with future landscape permit review.
4. *Enhanced Design*: To be verified with future landscape permit review.
5. *Usable Open Space Design*: Useable open space for passive recreation is provided within decks and porches. Usable lawn area is also provided within the central common space for the development.
6. *Plant Materials*: To be verified with future landscape permit review

C) Design Harmony & Compatibility:

1. *Accessory Structures*: No accessory structures are proposed.
2. *Building Materials/Components*: The new duplexes appear to meet the setbacks on the site, with the exception of the eastern side yard setback on Lot 8. Based upon the civil site plan, the building setback is 5.1 feet from the eastern property line. The building must be moved outside of this setback; or, an Administrative Adjustment of Standards must be granted by the City. This will be resolved with the building permit for Lot 8.
3. *Compatibility*: Uses around the site include a mix of both single family and multi-family residential use. The proposed duplexes will be three (3) stories in height.
4. *Design Components*: Design components, such as colors, modulation with

building elevations, facades and ground level blank walls have been conditioned to comply with the screening requirements of the code. Corporate style is not applicable to the project. The duplexes are within the allowable height range for the SF-D zone.

5. *Signage*: Not applicable. Each unit shall also have an address adjacent to the front door. Final addressing of the units will be subject to approval by the Fire Department.
6. *Transition*: The duplexes will provide transition with adjoining and permitted land uses. The neighborhood is a mix of both single family and duplex dwellings. The neighborhood is in transition, going from the older traditional single family houses to the newer duplex dwellings. The duplexes are designed to comply with the allowable building setbacks, except for the adjustments provided herein, and allowable pervious/impervious surface ratios for the zoning of the property.
7. *Projects with Multiple Structures*: The project includes two (2) duplex buildings for a total of four (4) new dwelling units and one (1) existing detached single family residence.

D) Pedestrian and Vehicular Areas:

1. *Barrier-Free*: The main pedestrian route is the walkways connecting front doors to the public sidewalks.
2. *Circulation/Trail Access*: Trail access is not applicable to the project.
3. *Design – Parking Areas*: The project provides eight (8) new on-site parking stalls (one [1] stalls in each garage and one [1] surficial stall for each dwelling unit).
4. *Public Access – Adjacent to Site*: Per the Deviation of Standards issued on April 3, 2014, public pedestrian access will be provided on SE Clark Street and SE Croston Lane, respectively.
5. *Public Access – Within Site*: There is no public access within the site.
6. *Trail Design*: Not applicable.
7. *Transition of Design Elements and Amenities*: The proposed duplexes provide a desirable transition in relation to the adjoining and permitted land uses in the neighborhood -- a combination of single family and duplex developments. The scale and architectural design of the duplexes should

blend in with the neighborhood.

E) Service and Storage Areas:

1. *Screening – Service Yards and Outdoor Storage:* There is no service yard or storage yard with the project. Individual garbage cans/recycling bins will be provided to the dwelling units for garbage and recycling within the garages.
2. *Screening – Mechanical Equipment:* Not applicable.
3. *Screening – Display Areas:* Not applicable.

F) CPTED (Crime Prevention through Environmental Design):

The walkways and landscaping will direct visitors to the proper entrances to the dwelling units. The proposed landscaping will be reviewed with the Landscape Permit compliance with the applicable CPTED criteria.

14. Additional Approval Criteria for multifamily and duplex developments: IMC 18.07.440

Access and Circulation:

- 1) Motorized: Vehicular access is provided such that it will not have a negative impact upon adjacent land uses. Vehicle access to the new duplexes is from SE Clark St and SE Croston Lane.
- 2) Nonmotorized: Pedestrian walkways will be provided for the new duplexes with internal new sidewalks connecting SE Clark St and SE Croston Lane.

Building Modulation:

The new duplexes have been designed to provide facade modulation in the form of indentations, extrusions, facade windows & doors and detailing with the use of varied wood materials and colors.

Duplex and Townhouse Standards in Single Family Neighborhoods:

The duplex is located in an established older single family residential neighborhood (Olde Town) that is going through transition to duplex dwellings as allowed by the SF-D zoning of this area. The architecture of the buildings as designed should be compatible with the character of the neighborhood along adjacent streets. The style is identical to the buildings to the east of the subject property. The buildings are two and a half stories in height.

Parking:

Parking is in compliance for multifamily developments as established in the Table of Off-Street Parking Standards, IMC 18.09.050. Each dwelling unit requires two (2) parking

spaces. For each unit, one parking stall is provided within a garage and one parking space is provided with a surface stall in front of each unit. Additionally, two on-street parking stalls are provided on SE Clark Street.

Private or Common useable Outdoor Space:

Private outdoor space for each of the new individual dwelling units is being provided as required in the form of decks and private porches that meet the minimum size required.

Roofline Variation:

The elevation drawings show varied rooflines with the duplexes to break up the overall bulk and mass. Roof line variation is acceptable.

Screening - Parking and Structures:

Information pertaining to parking screening is not provided. This will be verified with the Landscape Permit.

- G) The project Planning application and plans were routed to all project reviewing departments and divisions, and their comments and concerns have been addressed in this Notice of Decision. Additional conditions may be placed on the project based on review of the construction permit requirements.
- H) Public Notification: Public notification to property owners within 300 feet of the subject site was required as part of the Administrative Site Development Permit. Notice of the project was mailed out to property owners on November 10, 2014 and a comment period was established, ending on November 24, 2015. A public meeting was not required. No written correspondence was received from concerning the project.

Time Limit of Approval:

The final decision approving this Planning Permit is valid for three years as specified by IMC 18.04.220-C-5

EXHIBIT LIST:

1. Administrative Site Development Permit application, ASDP15-00010, received 10-7-2015
2. Vicinity Map (from Development Services Department)
3. Project Narrative, received 3-25-2014
4. Deviation from Standards – approved April 3, 2014

Project Drawings – received 10-7-2015:

5. Project plan cover sheet
6. Civil plans (4 sheets)
7. Building elevations

A handwritten signature in blue ink, appearing to read "Mike Martin", is positioned above a horizontal line.

Mike Martin, Associate Planner

January 28, 2016

Date